



***EAST PIERCE FIRE & RESCUE BOARD OF COMMISSIONERS***  
**Regular Meeting Agenda**  
**February 18, 2025**  
**7:00 p.m.**

Meeting will be conducted virtually.  
Meeting Location: Virtual via link below.

Please click the link below to join the webinar:  
<https://us06web.zoom.us/j/83197211174>

Viewers may ask questions at the appropriate time via the chat option available within the application. Statements and or questions may also be emailed to [cbyerley@eastpiercefir.org](mailto:cbyerley@eastpiercefir.org).

**1. CALL TO ORDER – 7:00 PM**

**2. ROLL CALL/PLEDGE OF ALLEGIANCE/WELCOME**

- a) Roll Call/ Pledge of Allegiance
- b) Welcome the Public
- c) Honors and Recognition
  - i) None

**3. APPROVAL OF AGENDA**

**4. CONSENT AGENDA**

- a) Approve Minutes of the January 21<sup>st</sup> Regular Meeting..... Pages 3-5
- b) Treasurer’s Report..... Pages 6-7
- c) Approve Finances..... Pages 8-12

**5. PRESENTATIONS**

- a) None

**6. VISITORS Open to Public Comments**

Any individual may request that the Board recognize them to give their comments on items not on the agenda. Please identify yourself and state your address for the record before commenting. Comments/Questions should be submitted via chat feature on webinar or emailed to the District Secretary at [cbyerley@eastpiercefir.org](mailto:cbyerley@eastpiercefir.org). Please submit copies of any reports, statements, etc. to the District Secretary for the Board via email or mail. The Board may not have the information at hand to address a subject or take action at this time.

- a) Local 3520 – President Taylor

**7. BOND-2018:**

- a) Update - Herrera ..... Page 13

**8. CHIEF’S REPORT**

- a) Monthly Chiefs Report..... Pages 14-17
- b) Deputy Chiefs Reports ..... Pages 18-19
- c) Monthly Injury Report..... Page 20

**9. COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

- a) Planning Committee – Notes from 2/7 Meeting - Wernet..... Page 21
- b) Finance Committee –..... None
- c) HR Committee –..... None

**10. RESOLUTIONS:**

- a) Resolution 1078 (Budget Amendment) – Parkinson/Hollon..... Pages 22-25
- b) Resolution 1079 (Surplus) – Parkinson..... Pages 26-31

**11. NEW BUSINESS (*Board Chair will allow for public comments via chat or email*)**

- a) Station 118 Acceptance – Parkinson ..... Pages 32
- b) 2024 Financial Report – Hollon ..... Pages 33-34
- c) Warehouse Lease – Parkinson..... Page 35

**12. UNFINISHED BUSINESS (*Board Chair will allow for public comments via chat or email*)**

- a) None

**13. COMMISSIONER TRAINING/EVENT REQUESTS:**

- a) PDC Reminder (April 15th) – Byerley..... None
- b) PC Elections Candidate Filing (May 5-9) – Byerley..... None
- c) WFCB Spring Series Saturday Seminar (Chelan, June 7) – Byerley..... None

**14. EXECUTIVE SESSION:** None

**15. COMMISSIONER ACTION/DISCUSSION:** None

**16. ADJOURN**

**2025 EVENTS:**

- February 27<sup>th</sup> ..... PC Commissioner Meeting (SS911 and Zoom)
- March 27<sup>th</sup> ..... PC Commissioner Meeting (TBD and Zoom)
- April 15<sup>th</sup> ..... Board Workshop
- April 24<sup>th</sup> ..... PC Commissioner Meeting (SS911 and Zoom)
- May 22<sup>nd</sup> ..... PC Commissioner Meeting (TBD and Zoom)
- June 26<sup>th</sup> ..... PC Commissioner Meeting (SS911 and Zoom)
- July 24<sup>th</sup> ..... PC Commissioner Meeting (Annual Picnic)
- August 28<sup>th</sup> ..... PC Commissioner Meeting (SS911 and Zoom)
- September 25<sup>th</sup> ..... PC Commissioner Meeting (TBD and Zoom)
- September 27<sup>th</sup> ..... EPFR Annual Open House
- October 23<sup>rd</sup> ..... NO PC MEETING – STATE CONFERENCE
- November 20<sup>th</sup> ..... PC Commissioner Meeting (3rd Thursday due to 4th Thursday being Thanksgiving)
- December 5<sup>th</sup> ..... NO PC MEETING

**A REGULAR MEETING OF THE  
BOARD OF FIRE COMMISSIONERS OF  
EAST PIERCE FIRE & RESCUE**

**January 21, 2025**

A regular meeting of the Board of Fire Commissioners of East Pierce Fire & Rescue was held on January 21, 2025, in-person at Headquarters (18421 Veterans Memorial Dr E, Bonney Lake) and via conference/video call through Zoom. Notice and link to join meeting was posted for public access. Chair Napier called the meeting to order at 7:00 p.m. Present by roll call were Commissioners Ed Egan, Kevin Garling, Pat McElligott, Randy Kroum, Cynthia Wernet, Justin Evans, Deputy Chief Kevin Stabenfeldt, Deputy Chief Matt Gilbert, Finance Manager Michelle Hollon, and District Secretary Corina Byerley.

Commissioners Excused: None

Commissioners Unexcused: None

**AUDIENCE:** Project Manager Phil Herrera, Patience Taylor, Troy Sterrenburg

**HONORS AND RECOGNITIONS:** None

**OATH OF OFFICE:** None

**APPROVAL OF AGENDA:**

District Secretary Corina Byerley requested to amend the agenda as follows:

Agenda Item 4 (Consent Agenda) add Payroll vouchers 250103001 - 250103017 in the amount of \$1,320,573.60 and electronic payroll in the amount of \$2,923,006.06. Commissioner Evans moved to approve the agenda as amended. The motion was seconded by Commissioner Kroum and carried.

**CONSENT AGENDA:**

Commissioner Egan moved to approve the consent agenda (minutes from the December 17<sup>th</sup> Regular meeting; treasurer's report; current expense vouchers 250102001 - 250102086 in the amount of \$ 908,007.71; payroll vouchers 250103001 - 250103017 in the amount of \$1,320,573.60 and electronic payroll in the amount of \$2,923,006.06; Capital expense vouchers 250101001 - 250101017 in the amount of \$ 1,256,490.90; post-meeting payroll transactions in the amount of \$2,664.73; and Resolution 1077 4<sup>th</sup> Quarter 2024 EMS Write-Offs in the amount of \$307,896.24). Motion seconded by Commissioner McElligott and carried.

**GUEST SPEAKER PRESENTATION:** None

**VISITOR COMMENTS:** None

**BOND-2018:**

**Project Manager:** Project Manager Phil Herrera gave an update on the Capital Facilities Plan included in packet.

**Station 111:** Office furniture installation 90% complete, in process of final adjustments and punch items. Landscaping to be completed this week. Gate installation this week. Memorial plaza finishes continue. Fire final next week. Electrical, mechanical, and plumbing inspection corrections are underway. Plumbing and mechanical reinspections are scheduled will be on Friday or Monday. The general contractor is trying to schedule the building final for Jan 23<sup>rd</sup>. Data installation next week as it is needed before the elevator can be completed. Occupancy goal is 1/31.

**Station 112:** The house and garage were moved this week. Contract discussions underway. We are looking to give the notice to proceed the first week of February.

**Station 114:** Interior finishes continue. Landscape irrigation continues. Final sitework finishes continuing. Some concrete finishes to be replaced. Gate and fencing started. Underground final this week. Mid-February for final inspections. Occupancy expected by the end of February.

**Station 117:** Finish painting nearly complete. Landscape irrigation underway. Floor grinding and finishing is underway. Casework and trim have been delivered and are awaiting the floor finish. Tile installation this week. Substantial completion expected in March.

#### **CHIEF'S REPORT:**

**Monthly Chiefs Report:** The Chief's monthly report was included in agenda packet. Deputy Chief Stabenfeldt report that Chief was out of the office.

**Monthly Deputy Chiefs Reports:** Deputy Chief Stabenfeldt and Deputy Chief Gilbert gave a brief overview of each division's accomplishments for the month included in packet. The report included: Deputy Chief Stabenfeldt reported on the deployment of five personnel to California to assist with the fires and thanked the Logistics Division for their support making sure the units deployed passed inspection with ease, and the Health and Safety Division facilitated Toys for Kids this holiday season helping 223 families and providing gifts to more than 500 children; Deputy Chief Gilbert reported that the team deployed to California has been assigned to structure protection and may extend deployment based on fire activity, heart monitors are 100% in service, and both Bonney Lake High School and Sumner High School have started JROTC programs that include police and fire.

**Monthly Injury Report:** Update provided in agenda packet.

#### **COMMISSIONER CONFERENCE/COMMITTEE REPORTS:**

**Planning Committee:** Commissioner Wernet gave a brief overview of 1/7 Planning Committee meeting notes provided in packet.

**RESOLUTIONS:** None

#### **NEW BUSINESS:**

**Station 112 Roof Acceptance:** Finance Manager Hollon presented to the Board a request to accept the completion of the roof replacement project for Station 112. The roof replacement project for station 112 was awarded to K-Built Construction on September 17, 2024. The project is now complete. The bid award was for \$123,278.67 and the project was completed for \$123,278.67. Commissioner McElligott moved to accept the completion of the roof replacement of station 112 by K-Built Construction and approve payment from the 2025 budget. The motion was seconded by Commissioner Egan and carried.

**Training Center Project:** Deputy Chief Stabenfeldt presented to the Board a request to approve up to \$50,000 to advance the Training Center Project. Over the last six months, the District has been working with the White River School District (WRSD) to secure a lease for the land behind Station 116 to be utilized to develop a training center for East Pierce Fire & Rescue. To reach a final agreement, funding is needed to finalize the scope of the project, complete project renderings, and finalize a contract with the school district. Commissioner Kroum moved to approve up to \$50,000 to advance the Training Center Project with funding to come from the Phase 2 Reserve. The motion was seconded by Commissioner Wernet and carried.

**Warehouse Lease:** Deputy Chief Stabenfeldt informed the Board that two properties have been identified meeting the needs of the district for the purpose of relocating and consolidating vehicle maintenance and warehouse supply storage and distribution. We are continuing discussions with

both property owners to determine which options best serve EPFR and expect to have a final recommendation in front of the board in February. No Action taken, information only.

**Station 112 Right of Way Deed:** Finance Manager Hollon presented to the Board a request to approve a Statutory Warranty Deed for the right of way dedication for the property of the future Station 112. Commissioner Egan moved to approve the Statutory Warranty Deed for the right of way for the new location of Station 112. The motion was seconded by Commissioner McElligott and carried.

**UNFINISHED BUSINESS:** None

**COMMISSIONER TRAINING/EVENT REQUESTS:**

**PDC Reminder (April 15<sup>th</sup>):** District Secretary Corina Byerley reminded Board that PDC filing is due by April 15th.

**PC Elections Candidate Filing (May 5-9):** District Secretary Corina Byerley reminded the Board members up for election this year that the PC Elections candidate filing week is May 5-9.

**Legislative Day (February 6<sup>th</sup>):** District Secretary Corina Byerley provided information regarding Legislative Day on February 6<sup>th</sup> and requested any Board members interested in attending express their interest by 1/24 so there is adequate time to get them registered.

**South Sound 911 new Board Member Orientation (February 5<sup>th</sup>):** District Secretary Corina Byerley provided information about the new Board Member Orientation at South Sound 911. Commissioner Evans will be attending.

**Business Cards:** District Secretary Corina Byerley provided information regarding business cards with the new Station 111 address. Commissioners Napier, Garling, Egan, Kroum, McElligott, and Evans would like business cards.

**EXECUTIVE SESSION:**

Chair Napier called for an executive session per RCW 42.30.110(1)(b) to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price at 7:51 p.m. for 5 minutes.

Meeting reconvened at 7:56 p.m.

**COMMISSIONER ACTION/DISCUSSION:**

**Planning Committee Appointment:** Chair Napier appointed Commissioner Evans to the Planning Committee.

**New South Sound 911 CEO:** Commissioner McElligott informed the Board of a change at South Sound 911. The CEO retired and the position filled with an interim CEO until a new CEO is named. South Sound 911 is currently seeking candidates to fill the position.

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 8:02 p.m.

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District Secretary Corina Byerley

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Chairman Jon Napier/Vice-Chair Ed Egan



# EAST PIERCE FIRE & RESCUE

January 2025

for February 18, 2025 Meeting

Current Month	Year to Date	Budget Resolution 1065	Remaining Amount	Remaining Percent
			11 Months Remaining =	91.67%

## General Fund (Current Expense)

Net Cash & Investments 12/31/2024 \$ 12,666,526 Budgeted

Operating Revenues					
Property Tax - Current	182	182	56,280,791	56,280,609	100.0%
Property Tax - Prior Year/Delinquent	76,677	76,677	-	(76,677)	0.0%
Other Taxes	1,334	1,334	18,500	17,166	92.8%
Regular EMS Transport	319,010	319,010	2,900,000	2,580,990	89.0%
GEMT Transport	542,752	542,752	3,200,000	2,657,248	83.0%
GEMT Reconciliation	-	-	400,000	400,000	100.0%
Intergovernmental	5,625	5,625	238,122	232,497	97.6%
Tehaleh Mitigation	-	-	100,000	100,000	100.0%
Transfers in from Reserves/Capital	-	-	7,177,860	7,177,860	100.0%
Other Revenue	50,944	50,944	2,085,657	2,034,713	97.6%
<b>Total Operating Revenues</b>	<b>996,524</b>	<b>996,524</b>	<b>72,400,930</b>	<b>71,404,406</b>	<b>98.6%</b>

Reserved: Advance Travel & Petty Cash (Imprest Accounts) \$15,100 Not Included

Operating Expenses	Current Month	Year to Date	Budget Resolution 1065	Remaining Amount	Remaining Percent
<b>Administration</b> (Comm, Fire Chief, Deputy Chief, Finance, HR)	264,946	264,946	3,840,463	3,575,517	93.1%
<b>Operations</b> (Fire, Training, Volunteers)	3,556,123	3,556,123	34,509,565	30,953,442	89.7%
<b>EMS</b>	263,885	263,885	3,233,925	2,970,040	91.8%
<b>Prevention</b> (Fire Prevention, Pub Ed)	124,482	124,482	1,445,160	1,320,678	91.4%
<b>Logistics</b> (Logistics, Emerg. Mgmt, IT)	587,728	587,728	5,809,580	5,221,852	89.9%
<b>Capital</b> (Project Manager)	71,042	71,042	461,952	390,911	84.6%
<b>Reserve Purchases</b> (Equipmt., EMS, Facility)	217,586	217,586	6,715,908	6,498,322	96.8%
<b>Transfers Out</b>	-	-	1,827,412	1,827,412	100.0%
<b>Total Operating Expenses</b>	<b>5,085,791</b>	<b>5,085,791</b>	<b>57,843,965</b>	<b>52,758,174</b>	<b>91.2%</b>
Payroll Clearing Accruals	56,277	56,277			
<b>Operating Expenses Net of Accruals</b>	<b>5,142,068</b>	<b>5,142,068</b>	<b>57,843,965</b>		
<b>Ending Net Cash &amp; Investments</b>			<b>\$ 8,577,259</b>		

## Reserve Fund

Net Cash & Investments 12/31/2024 \$ 35,666,500 Budgeted

Reserve Balances	Other Revenues	Transfer In	Transfer Out	Balance as of 01/31/25
Equipment Reserve				15,484,700
Facilities Reserve				2,375,667
Capital Facilities Phase 2				20,028,064
Sale of Tax Title Property	20			
Investment Interest	142,359			
<b>Current Month Total</b>	<b>142,379</b>		-	
<b>Year to Date Total</b>	<b>\$ 142,379</b>			<b>\$ 37,888,430</b>



# EAST PIERCE FIRE & RESCUE

January 2025

for February 18, 2025 Meeting

Capital (Construction) Fund UTGO Bonds 2022	Current Month	Year to Date	Budget Resolution 1065	Remaining Amount	Remaining Percent
Net Cash & Investments 12/31/2024			\$ 19,366,953	Budgeted	
<b>Revenues</b>					
Investment Interest	70,550	70,550	-	(70,550)	0.0%
<b>Total Revenues</b>	<b>70,550</b>	<b>70,550</b>	<b>-</b>	<b>(70,550)</b>	
<b>Expenses</b>					
Capital Purchases	-	-	-	-	0.0%
Capital Purchases-Station 111	767,348	767,348	-	-	0.0%
Capital Purchases-Station 112	32,579	32,579	-	-	0.0%
Capital Purchases-Station 114	213,058	213,058	-	-	0.0%
Capital Purchases-Station 117	243,506	243,506	-	-	0.0%
Capital Purchases-Station 118	-	-	-	-	0.0%
Transfer Out - GF - Cap Fac Mgr	-	-	461,952	461,952	0.0%
<b>Total Expenses</b>	<b>1,256,491</b>	<b>1,256,491</b>	<b>461,952</b>	<b>-</b>	<b>0.0%</b>
<b>Ending Net Cash and Investments</b>			\$ 18,181,012		
<b>** Note: \$1,000,000 of Ending Net Cash reserved for IRS for arbitrage true-up **</b>					





Finance Department  
District Payment Transmittal

District Name: East Pierce Fire & Rescue #22

**PAYMENT LISTING**

Trans Date	District Ref #	Payee Printed Name	Amount
2/12/25	614	EDNETICS	\$12,630.83
2/12/25	616	JONES & ROBERTS CO.	\$324,878.02
2/12/25	619	PUGET SOUND ENERGY	\$5,943.41
2/12/25	541	BARNHART MD PS STEPHEN W	\$7,125.00
2/12/25	547	CODE MECHANICAL INC.	\$537.29
2/12/25	549	COMMERCIAL BRAKE & CLUTCH	\$888.68
2/12/25	550	CRASH COURSE VILLAGE	\$5,000.00
2/12/25	551	CRYSTAL SPRINGS	\$1,140.68
2/12/25	613	ANDY JOHNSON & CO. INC.	\$267,556.86
2/12/25	618	MFAC, LLC	\$411.78
2/12/25	620	RICE FERGUS MILLER ARCHITECTURE	\$14,811.28
2/12/25	621	RIGHT SYSTEMS, INC.	\$18,374.05
2/12/25	536	ADP SCREENING	\$22.89
2/12/25	537	ADVANCE TRAVEL FUND	\$2,259.00
2/12/25	538	AMAZING LANDSCAPE SERVICES	\$3,867.34
2/12/25	540	ARACRI ALESSANDRO	\$150.00
2/12/25	615	JODY MILLER CONSTRUCTION	\$291,211.23
2/12/25	617	MATERIALS TESTING & CONSULTING	\$950.00
2/12/25	622	STRYKER SALES CORP.	\$58,009.48
2/12/25	623	WA STATE DEPT OF ECOLOGY	\$780.00
2/12/25	539	AMBU, INC.	\$2,364.37
2/12/25	543	CARDINAL HEALTH 112, LLC	\$2,455.00
2/12/25	544	CENTURYLINK	\$185.70
2/12/25	545	CINTAS CORPORATION # 461	\$9,417.67
2/12/25	548	COLORADO GLOBAL UNIVERSITY	\$1,500.00
2/12/25	554	EIDE BAILLY LLP	\$3,659.64
2/12/25	542	C.W. NIELSEN MFG CORP	\$858.10
2/12/25	546	CITY OF BONNEY LAKE-REIMB UTILITIES	\$1,998.66
2/12/25	552	DAILY DISPATCH	\$280.00
2/12/25	553	DAVIS DOOR SERVICE, INC	\$2,842.78
2/12/25	557	ESO SOLUTIONS	\$17,577.11
2/12/25	558	FREDS TOWING	\$598.95
2/12/25	560	FUGATE FORD	\$134.87
2/12/25	562	HAAS INC.	\$6,432.00
2/12/25	565	KBUILT	\$12,327.87
2/12/25	568	LES SCHWAB TIRE CENTERS	\$15,115.69
2/12/25	555	ENG LOREEN	\$680.46
2/12/25	556	ENUMCLAW CHRYSLER JEEP DODGE RAM	\$2,011.20



2/12/25	564	JAMES OIL CO. INC.	\$18,084.63
2/12/25	573	MIKES SHOP	\$3,748.76
2/12/25	577	OVERHEAD DOOR CO OF BELLINGHAM LLC	\$192.68
2/12/25	578	PACIFIC OFC AUTOMATION (OR)	\$2,331.79
2/12/25	581	PC FIRE COMMISSIONERS ASSOC	\$1,080.00
2/12/25	584	PIERCE COUNTY SEWER	\$78.38
2/12/25	587	QUADIENT	\$250.00
2/12/25	590	RICE FERGUS MILLER ARCHITECTURE	\$4,585.00
2/12/25	559	FREIGHTLINER NORTHWEST	\$6,656.74
2/12/25	561	GALLS, LLC	\$585.87
2/12/25	563	HUGHES FIRE EQUIPMENT, INC.	\$2,926.08
2/12/25	566	KUIPER CARL	\$104.00
2/12/25	567	L N CURTIS & SONS	\$47,573.31
2/12/25	569	LIFE ASSIST	\$16,537.42
2/12/25	572	MACKAY & SPOSITO, LLC	\$5,652.10
2/12/25	574	MUNICIPAL EMERGENCY SERVICES	\$4,165.03
2/12/25	576	OREILLY	\$1,610.18
2/12/25	580	PC BUDGET & FINANCE DEPT	\$8,448.98
2/12/25	570	LINDE GAS & EQUIPMENT INC	\$1,977.84
2/12/25	571	LION GROUP INC	\$1,214.09
2/12/25	575	NATIONAL TESTING NETWORK	\$2,250.00
2/12/25	579	PACIFIC OFFICE AUTOMATION	\$1,007.86
2/12/25	588	QUINN ERIC T	\$400.00
2/12/25	589	REHN AND ASSOCIATES	\$28.00
2/12/25	591	RON & LEOS WELDING SERVICE	\$637.87
2/12/25	592	SAFEBVM	\$5,490.00
2/12/25	596	SNIDER PETROLEUM	\$360.93
2/12/25	597	STRYKER SALES CORP.	\$9,899.68
2/12/25	582	PERFORMANCE SYSTEMS INTEGRATION LLC	\$4,711.62
2/12/25	583	PIERCE COUNTY FIRE CHIEFS ASSOCIATION	\$1,500.00
2/12/25	585	PUGET SOUND COLLECTIONS	\$236.83
2/12/25	586	PUGET SOUND ENERGY	\$7,799.37
2/12/25	593	SEATTLE AUTOMOTIVE DISTRIBUTING	\$2,937.01
2/12/25	595	SHI INTERNATIONAL CORP	\$89,992.62
2/12/25	598	SUNSET FORD	\$168.76
2/12/25	599	SYSTEMS FOR PUBLIC SAFETY, INC.	\$702.98
2/12/25	601	TACOMA SCREW	\$154.78
2/12/25	607	VFIS	\$2,135.00
2/12/25	594	SEAWESTERN	\$92,790.32
2/12/25	602	TREASURY MANAGEMENT SVCS - US BANK	\$61.67
2/12/25	604	UNDERWATER SPORTS, INC	\$299.68

2/12/25	605	US BANK	\$107,132.62
2/12/25	606	VALVOLINE LLC	\$372.13
2/12/25	610	WCIF-Life/Dental/EAP	\$25,272.60
2/12/25	600	TACOMA DIESEL & EQUIPMENT	\$4,219.37
2/12/25	603	ULINE, INC.	\$1,236.58
2/12/25	608	VIRTUOUS CLEAN NW, LLC	\$1,500.00
2/12/25	611	WEST COAST MECHANICAL SOLUTIONS	\$793.88
2/12/25	609	WASHINGTON FIRE CHIEFS	\$3,750.00
2/12/25	612	ZUBER TANNER	\$900.59
2/13/25	860	DIMARTINO ASSOCIATES (WSCFF)	\$20,139.48
2/13/25	862	IAFF - FIREPAC	\$797.76
2/13/25	864	SABA COMMERCIAL SERVICES CORP dba Saba & Associates	\$1,411.43
2/13/25	865	TACOMA-PIERCE CO CHAPLAINCY	\$831.50
2/13/25	867	WCIF-Met Life / Accident	\$82.14
2/13/25	861	GET PROGRAM	\$524.00
2/13/25	863	LEOFF HEALTH & WELFARE TRUST	\$445,873.07
2/13/25	866	WCIF-Life/Dental/EAP	\$1,451.68
2/13/25	869	WSCFF - FASTPAC	\$622.50
2/13/25	870	WSCFF-Medical Expense Reimbursement Plan	\$17,100.00
2/13/25	859	AFLAC	\$283.35
2/13/25	868	WCIF-Met Life / ID Theft	\$69.75
Payment Count: 100			Total Amount: <u>\$2,082,720.18</u>

Payment Count: 100  
Payment Total: \$2,082,720.18

**CERTIFICATION**

I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or labor performed as described herein, and that the claim is a just, due and unpaid obligation, and that I am authorized to authenticate and certify to said claim.

Authorized District Official Signature	Date	Authorized District Official Signature	Date
Authorized District Official Signature	Date	Authorized District Official Signature	Date
Authorized District Official Signature	Date	Authorized District Official Signature	Date
Authorized District Official Signature	Date	Authorized District Official Signature	Date

INSTRUCTIONS FOR USE:

Submit signed Transmittal To Pierce County Finance Department

FAX: 253-798-6699

EMAIL: pcacctspayable@piercecountywa.gov

PC Finance Department Use Only

Authorization Recieved on

Batch Verified by

<b>January 2025 - Post-Meeting</b>	
<b>General Fund</b>	
Payroll Transactions Revised 01/28/25	
trx # 397 Decision Point - Spectrum voided	\$ (129,268.62)
trx # 460 Decision Point - Spectrum created	\$ 129,972.62
trx # 401 FIT Taxes voided	\$ (421,314.21)
trx # 462 FIT Taxes created	\$ 421,136.84
trx # 419 DRS/LEOFF II voided	\$ (358,390.08)
trx # 461 DRS/LEOFF II created	\$ 358,341.49
net change, multiple individuals' direct deposits	\$ (854.45)
net payroll change	\$ (376.41)
<b>February 2025</b>	
<b>General Fund</b>	
Total AP	\$ 597,976.58
AP Vouchers	
Vouchers # 250201001 - 250201077	\$ 597,976.58
Total Payroll	\$ 3,699,036.48
Payroll Vouchers	
Vouchers # 250203001 - 250203012	\$ 489,186.66
Electronic Payroll	\$ 3,209,849.82
Total Expenditures (AP + Payroll)	\$ 4,297,013.06
Total SBK Expenditures (111 - 999)	\$ 4,296,579.46
Difference	\$ 433.60
vendor refunds	\$ 433.60
<b>Capital Fund 302</b>	
<b>Total AP</b>	
Capital Fund 302 (UTGO 2022 Bonds)	
Total AP	
Vouchers # 250202001 - 250202011	\$ 995,556.94

Items	*Estimate - July 2018	Actual	Forecasted Exp.
Engines (6) and Ladder (1)	5,900,000	6,405,741	Complete
Station 118	15,717,441	11,630,832	36,573
Station 111	21,186,196	23,572,079	2,012,225
Station 114	10,856,061	9,990,424	1,479,515
Station 117	10,096,203	8,091,935	3,435,067
Station 112	13,663,312	1,597,920	8,763,994
Station 124	0	1,380,922	
Station 116	0	990	
Project Manager/Admin Asst.	0	1,452,546	140,748
Misc (LP45)	0	1,329,679	141,225
Total	77,419,213	65,453,067	16,009,348

Bond Total	80,000,000
Interest YTD	6,132,541
Interest Forecasted	930,000
Expenditures to Date	(65,453,067)
Forecasted Expenditures	(16,009,348)
<b>**End Fund Balance**</b>	<b>5,600,126</b>

**\*\* Arbitrage exposure  
not included\*\***

\* Estimate is based on the capital facilities study update which was completed in 2018. The estimate is not the actual budget for each project. The estimate was used to derive the total financial need for the 2018 bond request. All station projects underwent significant changes in the final design and engineering phase. For example, Station 118 and Station 117 were converted to single story stations. Station 111's building square footage was increased by nearly 5,000 sq. feet, and the project complexity was for more significant than estimated. All building designs were approved by the Board of Fire Commissioners Executive Design Committee, and all equipment purchases and construction contracts were/are approved by the Board of Fire Commissioners.



To: **Board of Fire Commissioners**  
From: **Jon Parkinson, Fire Chief**  
Subject: **Monthly Chief's Report – February 2025**

### **Station 111 Status**

At the time of writing this report, we expect the new station to receive its final certificate of occupancy no later than Wednesday, February 19 (or sooner). Our final three items (landscaping, exit lighting, and the L&I elevator inspection) are expected to be signed off by the end of the day on February 13. From there, it will be a matter of waiting for the City of Bonney Lake to complete its issuance process.

### **Lateral Firefighters**

We have launched a lateral firefighter recruitment. Due to the lag in recruitment academies, we are attempting to fill a couple of firefighter vacancies in 2025 rather than waiting for the winter of 2026. I will keep the board updated regarding the status of this recruitment. It has been over 6 years since we last conducted a lateral recruitment.

### **Legislative Day**

On Thursday, February 6, Commissioner Evans, DC Gilbert, and I attended the legislative day event. Attached to this report is a summary of the main bills we spoke with our elected representatives about. I will keep you updated on bills of significance as this session moves forward.

### **April Board Workshop Topics**

A reminder that April is when we typically have our 2-hour Board workshop (prior to the regular meeting). This is intended to allow the board time to discuss upcoming goals during this strategic planning cycle. If you have any topics you would like to place on the agenda, please let Chair Napier know in advance.

### **Recruit Graduation**

The graduation ceremony for our fall class is being held on Friday, February 21, at 6 PM at the McGavick Center (Clover Park).

### **Milton Public Safety Committee**

The City of Milton recently established a public safety committee. I will be attending this meeting regularly each month.



### **Committee Reminders**

Planning Committee: Friday, March 7th at 10 AM

Finance Committee: Request for meeting in early March

### **Other activities in the past month**

- Sumner Rotary
- Sumner Public Safety Committee
- Bonney Lake Public Safety
- Milton Public Safety
- PC Fire Chiefs & Executive Board
- SS911 PSCOC
- FME Chamber of Commerce
- Chamber Collective (Bonney Lake)



# LEGISLATIVE DAY PRIORITIES 2025

WASHINGTON  
FIRE CHIEFS



## ESTABLISHING THE FIRE SERVICE POLICY BOARD TO ADVISE THE STATE FIRE MARSHAL'S OFFICE

**SUPPORT HB 1628**, sponsored by Reps. Dan Bronoske (D-28) & Dan Griffey (R-35), which would re-establish a Fire Service Policy Board, consisting of representatives from the five primary fire service entities in the state – the Chiefs, Commissioners, Fire Marshals, State Council of FF, & Volunteer. The Fire Service voice within the SFMO has been lacking since the dissolution of the original policy board during the Great Recession. The office has been deprioritized & underfunded, with only 3.4% of budget requests from the SFMO ultimately funded. Fire service training for both career & volunteer firefighters has suffered, & important functions like arson investigations have been ignored altogether. Establishing this Board to advise the SFMO is critical to ensuring fire service resources & training are prioritized moving forward.

Received a public hearing in the House  
State Government Committee on 2/4.



## PREPOSITIONING OF MOBILIZATION RESOURCES

**SUPPORT HB 1271**, sponsored by Reps. Greg Nance (D-23), Tom Dent (R-13) & many others, which would codify a program that has succeeded as a pilot project in the last four years to allow all-hazard mobilization resources to be prepositioned ahead of an impending wildfire or other incident. As a result of recent legislative budget provisos, pre-positioned mobilization teams & DNR were successful in minimizing fire growth in Kittitas County (2023), Yakima County (2023 & 2024), Klickitat (2024), & Spokane County (2024). Proactively responding & extinguishing fires saves money, minimizes damage, & allows firefighting resources to be used more efficiently in the protection of our great State.

Passed unanimously from the House  
Technology Committee on 1/31.



## BEHAVIORAL HEALTH EMERGENCY RESPONSE TRAINING & REIMBURSEMENT

**SUPPORT HB 1809**, sponsored by Reps. Greg Nance (D-23), Dan Griffey (R-35) & Lauren Davis (D-32), which aims to improve behavioral health engagement from first responders by establishing a voluntary advanced training for fire/EMS in behavioral health emergencies that leads to an endorsement called EMS-BH (available to both EMTs & medics). The bill mandates Medicaid reimbursement for departments that employ EMS-BH's, & establishes four pilot sites across the state to work on coordination, billing, & training strategies related to BH crisis response- & make recommendations to the legislature for changes.

Awaits a public hearing in the House  
Health Care & Wellness Committee.



## STABLE FUNDING & REVENUE

**SUPPORT HB 1334**, sponsored by Rep. Gerry Pollet (D-46), which would modify the annual regular property tax revenue growth limit. The current 1% cap creates a structural deficit in local government budgets, causing many to struggle with funding critical community needs. The cap reduces the ability to respond to emerging issues & diminishes capacity to serve our growing population. Allowing local officials the option to raise their property taxes to keep up with inflation (but never more than 3% without the vote of the people) puts the power back into our communities.

Awaits a public hearing in the House Finance Committee.



## STABLE FUNDING & REVENUE

**OPPOSE HB 1042**, sponsored by Rep. Sharon Wylie (D-49), which would authorize county treasurers to seek "cost recovery" from junior taxing districts to administer their legally-mandated duties to administer property tax collections for taxing districts in their jurisdiction. This bill would unfairly shift financial responsibility from counties to special taxing districts, placing an undue burden on local fire service agencies & other local government partners.

Awaits a public hearing in the House Finance Committee.



## STABLE FUNDING & REVENUE

**OPPOSE HB 1786**, sponsored by Rep. Mike Volz (R-6), which would expand the current tax increment financing (TIF) statute to allow cities, counties, & ports more flexibility to divert revenue from fire districts for projects unrelated to the fire district's mission. TIF has become a popular tool by some cities, counties, & ports to help spur economic development; however, the negative impacts on fire & other junior taxing districts are too often ignored. Expanding the allowable uses of TIF would move our state in the wrong direction & would create incentives for more jurisdictions to redirect fire service dollars to unrelated projects.

Awaits a public hearing in the House Finance Committee.



## PROTECTING PENSION STABILITY

**OPPOSE SB 5085**, sponsored by Senator June Robinson (D-38), which would merge the assets, liabilities, and membership of LEOFF 1 with PERS 1 & TERS 1 into a new "Legacy Retirement System" that would allow for a cost-of-living adjustment for PERS & TERS Plan 1 members. Specific concerns have been raised about the fact this hasn't gone through the Select Committee on Pension Policy or the LEOFF board, that it is unclear if this would meet with IRS approval (which could take years to determine & create uncertainty moving forward), & the actuarial analysis says the Legacy Fund would be less than 100% funded. Picking winners & losers with state pensions is not the way to respect our law enforcement officers & firefighters that earned a LEOFF 1 retirement.

Received a hearing in Senate Ways & Means on 1/23 & awaits further action.



## VOLUNTEER FIREFIGHTER RECRUITMENT & RETENTION

**SUPPORT HB 1156**, sponsored by Reps. Mike Steele (R-12), Timm Ormsby (D-3), & Alicia Hill (D-3). The bill enables volunteer firefighters whose firefighting agency has joined the Washington State Deferred Compensation Program (DCP) to participate in the DCP. The number of volunteer firefighters is declining, & this bill will create an incentive for potential new volunteers. This minor bonus would provide something beyond the \$350 per month pension benefit volunteers currently receive, & will have a low impact on the system.

Passed unanimously from the House Appropriations Committee on 1/27 and awaits action to bring it to the floor for a vote.



To: **Board of Fire Commissioners**  
From: **Kevin Stabenfeldt, Deputy Fire Chief**  
Subject: **Monthly Deputy Chief's Report – Feb. 2025**

### **Logistics**

- Initiated work on the Operative IQ status boards that will be utilized to better communicate apparatus status in relation to repairs and maintenance.
- Station 113 exterior repair work (paint, siding, gutters) will begin this month.
- Continued efforts to identify a suitable location for a logistics warehouse and fleet maintenance facility to support operational needs and future growth.
- Efforts are ongoing to establish a scope of work, updated contract, and develop renderings for a potential training site.

### **Health and Safety**

- The division completed/provided the following services:
  - (5) Pub Ed classes/events
  - (113) fire/life-safety inspections
  - (11) re-inspections
  - (28) pre-fire plans
  - (6) plan reviews (Milton)
  - (3) fire investigations
- Facilitated a Stop-The-Bleed training for Deringer School District Staff.
- Facilitated two public CPR/FA classes.
- Delivered poison prevention for the Girl Scouts.
- The characterization team attended the annual Characterization and CRR Conference to further hone skills related to message delivery, stage presence, and program organization.
- Q1 Safety Committee meeting.

### **Other activities in the past month**

- Essential Personnel Planning Sessions
- First Arriving Planning Sessions
- Station visits with DC Gilbert
- Leadership Meetings with B and C Shift
- Western Fire Chiefs Ignite Conference



To: **Board of Fire Commissioners**  
From: **Matt Gilbert, Deputy Fire Chief**  
Subject: **Monthly Deputy Chief's Report – February 2025**

### **Operations**

- Completed quarterly leadership training with two of the three shifts.
- 6 members successfully completed probation.
- Hazmat, Wildland, Technical Rescue task books delivered to L/M for review.
- Worked with Pierce County Operations Chiefs to develop new dispatch criteria in the absence of PCHIT and PCSORT.

### **EMS**

- Phillips Monitors Inventoried, returned, packaged and shipped to MME for \$240,000 dollars.
- Completed certification course for three additional OTEP Instructor evaluators. (Kayla Musgrove, Lt Kyle Bylin, FF Jacob Poisson).
- Completed Paramedic Airway refresher course & ALS Physician led training 1<sup>st</sup> Quarter (CVA Emergency Care).
- Completed 1<sup>st</sup> Quarter EMS OTEP training for (A, B, C) shift personnel.
- Completed 10-day Post Academy EMS training Curriculum & schedule.

### **Training**

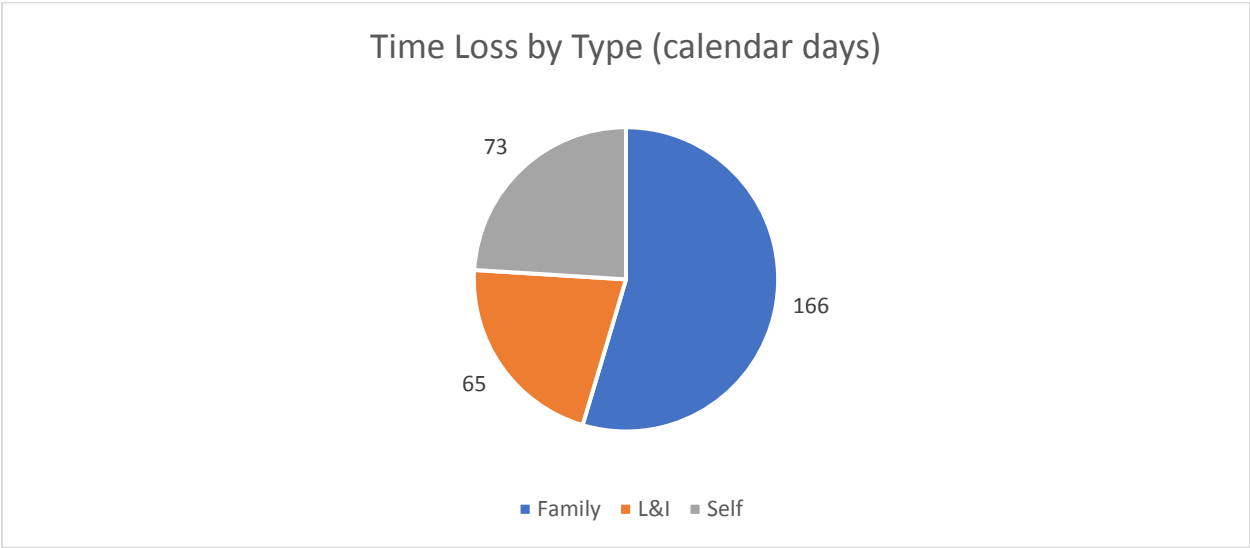
- Recruit Class RK24 completed EMT school and graduation is February 21.
- Recruit Class RK25 completed EMT school and is moving onto the Fire portion of the academy.

### **Other activities in the past month**

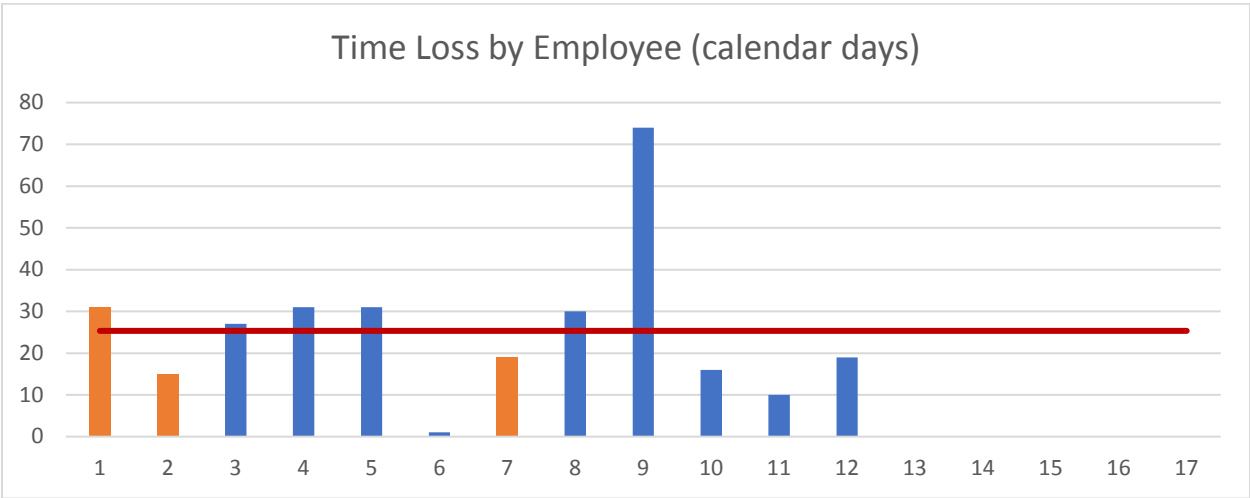
- Pierce County Fire Ops meeting.
- JROTC First Aid/CPR class taught at BLHS, SHS scheduled for Feb 25,26
- Staff Leadership Training
- Leadership Meetings with B and C Shift
- Western Fire Chiefs Ignite Conference

**Injury – Medical Leave Report – January 2025**

- In January, a total of 12 employees have experienced extended leave (greater than three consecutive shifts); this includes both L&I and Non-L&I leave.
  - The average time loss of these employees is estimated at 25 calendar days



- 3 L&I claims for time-loss injuries have occurred in January (seen below in orange).





## **“WHERE COMPASSION AND ACTION MEET.”**

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### **Planning Committee Meeting Notes**

Friday, February 7, 2025 @ 1000 hrs.

C. Wernet (Chair), R. Kroum, J. Evans

Staff: Chief Parkinson, DC Stabenfeldt, AC Westland, PM Herrera

#### **1. Station Construction Update**

- a. AC Westland provided the committee with an update on Station 124 future location, and we will meet with RFM architects and the city of Milton this month to study the feasibility of preliminary plans for layout and construction.
- b. Project Manager Herrera provided updates on the progress of Stations 111, 114, 117 and 112 regarding construction, substantial completion date estimates and change order costs as percentage of contingency on each project.
- c. The Committee also reviewed the current status regarding the payments held back from the Station 111 contractor due to significant project delays and the lessons learned that can ensure better results as we prepare the contract for construction of Station 112.

#### **2. Training Land Lease with WRSD**

- a. DC Stabenfeldt is leading work on the proposed training facility, preparing a contract with White River School District, and helping RFM architect to develop a rendering of the facility so that these elements can be brought to both boards (EPFR and WRSD).

#### **3. Vehicle Maintenance Lease**

- a. Chief Parkinson presented to the committee a summary of features, benefits and costs for leasing commercial warehouse space that has become available in the district and could serve as a new vehicle shop and logistics warehouse facility. The committee recommends that the Board approves moving forward with this new location and approach.

Future discussions by the planning committee will focus on the long-range plans for the old/existing facilities (Logistics, Station 119, Station 112, etc.)

#### **Next Meeting:**

- Friday, March 7<sup>th</sup> @ 1000



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	February 18, 2025
<b>Title:</b>	Resolution 1078 2025-Budget Amendment and Exhibit A

<b>Recommendation from Staff:</b>	<b>Approve Resolution</b>
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to adopt Resolution 1078 and Exhibit A for the approval of the 2025 Budget Amendment for East Pierce Fire &amp; Rescue.</i>
<b>Presenter:</b>	Chief Parkinson and Finance Director M. Hollon
<b>Attachments:</b>	Resolution 1078 and exhibit A

<b>Summary:</b>
This is a resolution to be passed by the governing board of the fire district approving the amendment of the 2025 budget. This amendment reflects the increase in expenditures based on the approved Labor contract between Local 3520 and East Pierce Fire & Rescue.

<b>Fiscal Impact:</b>	See Resolution 1078 and Exhibit A
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# **EAST PIERCE FIRE & RESCUE**

## **RESOLUTION NO. 1078**

### **A RESOLUTION AMENDING THE 2025 BUDGET**

**WHEREAS**, the Board of Commissioners did adopt the 2025 Budget by Resolution No. 1065 on November 19, 2024; and

**WHEREAS**, the Board has revised the expenditure of funds; and

**WHEREAS**, these adjustments could not have been reasonably foreseen at the time of the filing of the 2025 Budget due to the active labor negotiations for contract;

**NOW THEREFORE, BE IT RESOLVED** BY THE BOARD OF FIRE COMMISSIONERS OF EAST PIERCE FIRE & RESCUE THAT:

The 2025 Budget shall be amended as follows:

General Fund 001	total budget of \$85,067,456,	no change;
Reserve Fund 101	total budget of \$37,493,912,	no change;
Debt Fund 201	total budget of \$6,140.638,	no change;
Capital Fund 301	total budget of \$19,366,953,	no change;

**ADOPTED** at a regular meeting of the Board of Commissioners for East Pierce Fire & Rescue on the 18<sup>th</sup> day of February, 2025, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Justin Evans

\_\_\_\_\_  
Commissioner Cynthia Wernet

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Randy Kroum

ATTEST:

\_\_\_\_\_  
District Secretary Corina Byerley



# EAST PIERCE FIRE & RESCUE

## 2025 Budget Amendment

### Resolution 1078

	Year to Date	Budget per Resolution 1065	Budget Amendment Per Resolution 1078	Remaining Amount	Remaining Percent
				12 Months Remaining =	100.0%

#### General Fund (Current Expense)

<b>Estimated Beginning Fund Balance</b>	\$	<b>12,666,526</b>	\$	<b>12,666,526</b>	
<b>Operating Revenues</b>					
Property Tax - Current		56,280,791		56,280,791	
Property Tax - Prior Year/Delinquent		-		-	
Other Taxes		18,500		18,500	
Regular EMS Transport		2,900,000		2,900,000	
GEMT Transport		3,200,000		3,200,000	
GEMT Settlements		400,000		400,000	
Intergovernmental		238,122		238,122	
Tehaleh Mitigation		100,000		100,000	
Transfers in from Reserves/Capital		7,177,860		7,177,860	
Other Revenue		2,085,656		2,085,656	
<b>Total Operating Revenues</b>		<b>72,400,929</b>		<b>72,400,929</b>	

Reserved: Advance Travel & Petty Cash (Imprest Accounts) \$15,100 Not Included

<b>Revenues</b>					
	Year to Date	Budget per Resolution 1065	Budget Amendment	Remaining Amount	Remaining Percent
<b>Operating Expenses</b>					
<b>Administration</b> (Comm, Fire Chief, Deputy Chief, Finance, HR)		3,840,463	3,840,463		
<b>Operations</b> (Fire, Training, Volunteers)		34,509,565	38,142,500		
<b>EMS</b>		3,233,925	3,426,677		
<b>Prevention</b> (Fire Prevention, Pub Ed)		1,445,160	1,529,621		
<b>Logistics</b> (Logistics, Emerg. Mgmt, IT)		5,809,580	5,885,625		
<b>Capital</b> (Project Manager)		461,952	461,952		
<b>Reserve Purchases</b> (Equipt., EMS, Facility)		6,715,908	6,715,908		
<b>Transfers Out</b>		1,827,412	1,827,412		
<b>Total Operating Expenses</b>		<b>57,843,965</b>	<b>61,830,158</b>		
Payroll Clearing Accruals					
<b>Operating Expenses Net of Accruals</b>		<b>57,843,965</b>	<b>61,830,158</b>		
<b>Ending Net Cash &amp; Investments (Est.)</b>		<b>27,223,490</b>	<b>23,237,297</b>		

<b>Reserve Fund</b>					
	Year to Date	Budget per Resolution 1065	Budget Amendment	Remaining Amount	Remaining Percent
				12 Months Remaining =	100.0%

<b>Estimated Beginning Fund Balance</b>					
<b>Revenues</b>					
Sale of Tax Title Property		-	-		
Investment Interest					
Transfers In		1,827,412	1,827,412		
<b>Total Revenues</b>		<b>1,827,412</b>	<b>1,827,412</b>		
<b>Expenses</b>					
Transfers Out		6,715,908	6,715,908		
<b>Total Expenses</b>		<b>6,715,908</b>	<b>6,715,908</b>		
<b>Ending Net Cash and Investments</b>	\$	<b>(4,888,496)</b>	\$	<b>(4,888,496)</b>	



## EAST PIERCE FIRE & RESCUE

### 2025 Budget Amendment

### Resolution 1078

Bond Fund	Year to Date	Budget per Resolution 1065	Remaining Amount	Remaining Percent
Estimated Beginning Fund Balance				
Revenues				
Property Tax - Bond Levy - Current				
Property Tax - Bond Levy - Prior/Del.		-	-	
<b>Total Revenues</b>		-	-	
Expenses				
Debt Pmt - Principal				
Debt Pmt - Interest & Debt Service				
<b>Total Expenses</b>		-	-	
<b>Ending Net Cash and Investments</b>	\$	-	\$	-

Capital (Construction) Fund UTGO Bonds 2022	Year to Date	Budget per Resolution 1065	Budget Amendment	Remaining Amount	Remaining Percent
Estimated Beginning Fund Balance					
Revenues					
Investment Interest					
Transfer In - GF - Vendor Tax Refund		-			
<b>Total Revenues</b>		-	-		
Capital Purchases-Station 111					
Capital Purchases-Station 112					
Capital Purchases-Station 114					
Capital Purchases-Station 117					
Capital Purchases-Station 118					
Capital Purchases-Station 124					
Transfer Out - GF - Cap Fac Mgr		461,952	461,952		
<b>Total Expenses</b>		<b>461,952</b>	<b>461,952</b>		
<b>Ending Net Cash and Investments</b>	\$	<b>(461,952)</b>	\$	<b>(461,952)</b>	



# Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	February 18, 2025
<b>Title:</b>	Resolution 1079 - Surplus EMS and Logistics Equipment and Vehicles

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	N/A
<b>Recommended Action/Motion:</b>	<i>Move to approve Resolution 1079, the surplus of three vehicles, miscellaneous EMS and Logistics equipment, and bunker gear as detailed in Exhibits A and B and to dispose of, donate, sell, or recycle at the discretion of the Fire Chief.</i>
<b>Presenter:</b>	Chief Parkinson
<b>Attachments:</b>	Resolution 1079, Exhibit A, and Exhibit B

<b>Summary:</b>
<p>EMS staff recommends the surplus of ten (10) Cadex C-series Battery Chargers. Detailed inventories are provided in the attached Exhibit A. These units are nearly twenty years old, will no longer be used, and will be replaced by new battery chargers for the Lifepak 35 monitors.</p> <p>Logistics staff recommends the surplus of the items listed on attached (Exhibit A and Exhibit B) list of vehicles (Asset numbers 123, 422, and 421), miscellaneous logistics equipment, and bunker gear. The items we are requesting to surplus no longer are of use to us. Some items have been replaced or are damaged beyond cost of effective repair.</p> <p>The items no longer fit our needs and we recommend the vehicles and miscellaneous items be disposed of, sold, or donated, at the discretion of the Fire Chief.</p>

<b>Fiscal Impact:</b>	
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# EAST PIERCE FIRE & RESCUE

## RESOLUTION NO. 1079

### A Resolution to Surplus Vehicles and Misc. Equipment

**WHEREAS**, the three vehicles listed on the attached Exhibit A, a 2006 Ford Expedition (VIN: 1FMPU16586LA6163), a 2017 Ford E450 (VIN: 1FDXE4FS2HDC00216), and a 2001 Ford E450 (VIN: 1FDXE45F82HA10800), owned by East Pierce Fire & Rescue have been deemed past its useful life or damaged beyond cost effective to repair and no longer of use to the District; and

**WHEREAS**, the miscellaneous EMS and Logistics equipment listed on the attached Exhibits A and B, owned by East Pierce Fire & Rescue has been deemed past its useful life for meeting expiration date criteria, or damaged beyond cost effective to repair and is no longer of use to the District; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of East Pierce Fire & Rescue that the vehicles and miscellaneous equipment as listed in Exhibits A and B are hereby declared surplus to the needs of the District and will be disposed of, donated, sold, or recycled at the discretion of the Fire Chief.

**ADOPTED** at a regular meeting of the Board of Commissioners of East Pierce Fire & Rescue on February 18, 2025, the following commissioners being present and voting:

\_\_\_\_\_  
Chair Jon Napier

\_\_\_\_\_  
Commissioner Pat McElligott

\_\_\_\_\_  
Commissioner Randy Kroum

\_\_\_\_\_  
Commissioner Kevin Garling

\_\_\_\_\_  
Commissioner Ed Egan

\_\_\_\_\_  
Commissioner Justin Evans

\_\_\_\_\_  
Commissioner Cynthia Wernet

ATTEST:

\_\_\_\_\_  
District Secretary Corina Byerley

Resolution 1079 - Exhibit A

Type	Brand	Model	Serial Number	Disposition	Asset
Battery Charger	Cadex	C7200	C72C04158	obsolete	
Battery Charger	Cadex	C7200	C7203530	obsolete	1189
Battery Charger	Cadex	C7200	C7200328	obsolete	
Battery Charger	Cadex	C7200	C7203531	obsolete	
Battery Charger	Cadex	C7200	C72C04154	obsolete	1190
Battery Charger	Cadex	C7200	C7203412	obsolete	1120
Battery Charger	Cadex	C7200	C720354	obsolete	
Battery Charger	Cadex	C7200	C7203416	obsolete	1119
Battery Charger	Cadex	C7200	C7203532	obsolete	1115
Battery Charger	Cadex	C7400C	C74C00318	obsolete	01188

Type	Asset	Year	Make	Model	Vin/Serial #
Staff Vehicle	123	2006	Ford	Expedition	1FMPU16586LA6163
Medic Unit	422	2017	Ford	E450	1fdxe4fs2hdc00216
PAM Airway	421	2001	Ford	E450	1FDXE45F82HA10800
SCUBA Tank	641	1988	Catalina		A82137

# Resolution 1079 - Exhibit B

## Logistics Surplus - 2025Q1

	Part Description	Part Number
	Bunker Boots	04717861
	Bunker Boots	05109235
	Bunker Boots	20082960951116/1146
	Bunker Boots	20142751251690/1696
	Bunker Boots	20448240701010/1015
	Bunker Boots	20448240851097/1076
	Bunker Boots	20476651001331/1273
	Bunker Boots	532081101371
	Bunker Boots	774161201617
	Bunker Boots	HP310760680
	Bunker Boots	HP310910514
	Bunker Boots	HP311037027
	Bunker Jacket	0005962121
	Bunker Jacket	0010822632
	Bunker Jacket	0011293261
	Bunker Jacket	0011660111
	Bunker Jacket	1111007054
	Bunker Jacket	1111007055
	Bunker Jacket	1309000377
	Bunker Jacket	1309000378
	Bunker Jacket	1309000381
	Bunker Jacket	1309000382
	Bunker Jacket	1309000385
	Bunker Jacket	1309000390
	Bunker Jacket	1309000391
	Bunker Jacket	1309000392
	Bunker Jacket	1309000393
	Bunker Jacket	1309000394
	Bunker Jacket	1309000395
	Bunker Jacket	1309000397
	Bunker Jacket	1309000399
	Bunker Jacket	1312001940
	Bunker Jacket	1312001941
	Bunker Jacket	1312001942
	Bunker Jacket	1312001943
	Bunker Jacket	1312001944
	Bunker Jacket	1312001945
	Bunker Jacket	1312001946
	Bunker Jacket	1312001947
	Bunker Jacket	1312001948
	Bunker Jacket	1407000445
	Bunker Jacket	1407000446

# Logistics Surplus - 2025Q1

	Part Description	Part Number
	Bunker Jacket	1407000449
	Bunker Jacket	1407000450
	Bunker Jacket	1407000472
	Bunker Jacket	1407000473
	Bunker Jacket	1407000475
	Bunker Jacket	1407000481
	Bunker Jacket	1407000483
	Bunker Jacket	1407000485
	Bunker Jacket	1407000486
	Bunker Jacket	1407000487
	Bunker Jacket	1609003648
	Bunker Pants	0007810732
	Bunker Pants	0010142892
	Bunker Pants	0010142912
	Bunker Pants	0010891172
	Bunker Pants	0011293582
	Bunker Pants	0011293772
	Bunker Pants	0011293862
	Bunker Pants	0011854862
	Bunker Pants	0011854872
	Bunker Pants	0014144310
	Bunker Pants	1111007063
	Bunker Pants	1111007068
	Bunker Pants	1309000401
	Bunker Pants	1309000402
	Bunker Pants	1309000405
	Bunker Pants	1309000409
	Bunker Pants	1309000414
	Bunker Pants	1309000415
	Bunker Pants	1309000416
	Bunker Pants	1309000417
	Bunker Pants	1309000418
	Bunker Pants	1309000419
	Bunker Pants	1309000421
	Bunker Pants	1309000422
	Bunker Pants	1309000423
	Bunker Pants	1312001949
	Bunker Pants	1312001950
	Bunker Pants	1312001951
	Bunker Pants	1312001952
	Bunker Pants	1312001953
	Bunker Pants	1312001955

# Logistics Surplus - 2025Q1

	Part Description	Part Number
	Bunker Pants	1312001956
	Bunker Pants	1312001957
	Bunker Pants	1312001958
	Bunker Pants	1407000451
	Bunker Pants	1407000452
	Bunker Pants	1407000455
	Bunker Pants	1407000456
	Bunker Pants	1407000489
	Bunker Pants	1407000492
	Bunker Pants	1407000495
	Bunker Pants	1407000500
	Bunker Pants	1407000502
	Bunker Pants	1407000503
	Bunker Pants	1507004101
	Bunker Pants	1609003653
	Scott Thermal Imagers	SN#6133
	Structural Helmet	EPFR000696
	Structural Helmet	EPFR000700
	Structural Helmet	EPFR000717
	Structural Helmet	EPFR000729
	Structural Helmet	EPFR000735
	Structural Helmet	EPFR000750
	Structural Helmet	EPFR000770
	Structural Helmet	EPFR000776
	Structural Helmet	EPFR000786
	Structural Helmet	EPFR000828
	Structural Helmet	EPFR000856
	Structural Helmet	EPFR000869
	Structural Helmet	EPFR000916
	Structural Helmet	EPFR000940
	Structural Helmet	EPFR000976



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	February 18, 2025
<b>Title:</b>	Acceptance of Station 118 Build

<b>Recommendation from Staff:</b>	Project is complete, approve to accept
<b>Recommendation from Committee:</b>	
<b>Recommended Action/Motion:</b>	<i>I move to accept the completion of the Station 118 Build.</i>
<b>Presenter:</b>	Finance Manager M. Hollon
<b>Attachments:</b>	

<b>Summary:</b>
The project is complete and all state reporting requirements are completed. A 5% retainage of the total was kept until releases are received by L&I, ESD and Dept. of Revenue per RCW60.28.051. This action will release these funds to the contractor.

<b>Fiscal Impact:</b>	
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# EAST PIERCE FIRE & RESCUE

## 2024 Financial Report

### General Fund

	Budgeted	Amended Budget	Actual	Excess Fund Balance
Beginning Fund Balance	\$ 12,658,683.00	\$ 12,796,877.00	\$ 14,106,186.79	
General Operating Revenues	\$ 48,138,423.00	\$ 49,937,418.00	\$ 50,356,208.74	
Transfer-in from Reserves/Capital Revenue	\$ 7,700,565.00	\$ 8,085,097.00	\$ 1,753,711.00	
General Operating Expenditures	\$ (46,567,079.00)	\$ (47,732,454.00)	\$ (46,094,261.06)	
Transfer-out to Reserve	\$ (1,773,021.00)	\$ (4,458,032.00)	\$ (4,458,032.00)	
Reserve Expenditures	\$ (7,498,888.00)	\$ (7,674,845.00)	\$ (1,439,097.89)	
Ending Fund Balance 2023	\$ 12,658,683.00	\$ 10,954,061.00	\$ 14,224,715.58	
Beginning Fund Balance for 2024	\$ 12,666,526.00			\$ 1,558,189.58

The Excess Fund Balance will be transferred in May.

### Collected Revenue (Property Taxes collection rate at 98.9%)

Actual General Operating Revenue exceeded the amended budgeted amount by \$418,790. There were revenue lines underbudget as well as overbudget. Listed below are some of revenue lines exceeding the amended budget amount:

*Amounts shown are in excess of budgeted amount*

GEMT Transports	\$ 420,981.07
Mobilization Reimbursements	\$ 54,953.00
Ambulance Transports	\$ 497,239.51
Investment Interest	\$ 49,314.57

### Expenditures (86.8% Spent)

Cost Center	Budgeted	Amended Budget	Actual	Under/Over
Administration	\$3,260,984.00	\$3,759,597.00	\$3,513,459.00	\$246,138.00
Operations	\$33,360,160.00	\$33,718,287.00	\$33,178,520.00	\$539,767.00
EMS	\$3,286,873.00	\$3,286,873.00	\$2,925,712.00	\$361,161.00
Prevention	\$1,401,954.00	\$1,401,954.00	\$1,278,090.00	\$123,864.00
Logistics	\$5,055,431.00	\$5,229,933.00	\$4,867,327.00	\$362,606.00
Capital	\$201,677.00	\$335,810.00	\$347,321.00	-\$11,511.00
Reserve Purchases	\$7,498,888.00	\$7,674,845.00	\$1,439,098.00	\$6,235,747.00
Transfers Out	\$1,773,021.00	\$4,458,032.00	\$4,458,032.00	\$0.00
Total	\$55,838,988.00	\$59,865,331.00	\$52,007,559.00	\$7,857,772.00



## EAST PIERCE FIRE & RESCUE

### 2024 Financial Report

#### Reserve Fund

Beginning Fund Balance	\$	32,883,998.00
Transfers In	\$	4,451,496.00
Transfers Out	\$	1,406,388.00
Other Revenues (Interest)	\$	1,816,946.00
Ending Fund Balance	\$	37,746,052.00

#### Capital Fund 2022

Beginning Fund Balance	\$	41,234,320.00
Other Revenue (Interest)	\$	1,671,951.00
Expenditures	\$	23,826,623.00
Ending Fund Balance	\$	19,079,648.00



## Board Meeting Agenda Item Summary

<b>Meeting Date:</b>	February 18, 2025
<b>Title:</b>	Warehouse Lease – Peak 410

<b>Recommendation from Staff:</b>	Approve
<b>Recommendation from Committee:</b>	Approve (Planning)
<b>Recommended Action/Motion:</b>	<i>Move to authorize the Fire Chief to enter into a 62-month lease agreement with the Peak 410 development for approximately 30,000 square feet of warehouse space.</i>
<b>Presenter:</b>	Parkinson
<b>Attachments:</b>	None

<b>Summary:</b>
<p>Over the last four months, we have worked with our realtor (Peter Folkins) to evaluate warehouse lease options for the purpose of relocating and consolidating vehicle maintenance and warehouse supply storage and distribution. The planning committee has been briefed on this subject as information has become available. Previously, we had identified two properties that met the needs of the district.</p> <p>After further discussions and negotiations with both properties, staff recommends moving forward and executing a lease with the Peak 410 Development in Bonney Lake. The owner will complete all tenant improvements, and the space should be available to occupy in the summer of 2025. The total monthly lease rate is \$29,288 w/ 3.5% annual inflation. Full details of the lease will be provided at the Board meeting.</p> <p>Separate from the lease, there will be an upfit expense for shop equipment we don't own today, estimated at \$350k.</p> <p>The planning committee has reviewed this proposal, and this project is supported by the Strategic Plan Goal 4b1: <i>Implement Phase 2 of our Capital Improvement Program, including consideration of a fire training facility.</i></p>